

RIVERSIDE SCHOOL BUILDING COMMITTEE

Regular Meeting

Wednesday, April 22nd, 2026 | 7:30 AM ET

MEETING ATTENDANCE

Attendee	Position	Present	Absent
Officers			
Stephan Pezdek	Chair	In Person	
Luigi Ghilardi	Vice-Chair	In Person	
Bryan Finkel	Secretary	In Person	
Voting Members			
Veronica Chiavaroli	BOE Representative	In Person	
Ben Chynsky	Regular Member	Zoom	
Louis Contadino	Regular Member	In Person	
Andy Duus	Regular Member	In Person	
Doug Fenton	BET Member	In Person	
Christina Lyndon	Regular Member	In Person	
Ex-Officio / Non-Voting Members			
Julian De La Rosa	BOE Facilities	Zoom	
Christina Downey	RTM Representative	In Person	
Nicholas Macri	P&Z Representative	Zoom	
Jason Martin	Riverside School Principal		Absent
Lauren Rabin	BOS Representative		Absent
Sheel Spina	DPW Representative		Absent

MEETING MINUTES

Item	Topic	Description
1.00	Call to Order	<ul style="list-style-type: none"> Meeting called to order at 7:32 AM ET by Mr. Pezdek
2.00	Attendance	<ul style="list-style-type: none"> As noted above
3.00	Housekeeping	<ul style="list-style-type: none"> No housekeeping matters
4.00	Approval of Prior Meeting's Minutes	<ul style="list-style-type: none"> Motion to approve the April 15th meeting minutes approved by unanimous consent
5.00	Matters Raised at Prior Meeting	<ul style="list-style-type: none"> Owner's Representative RFP <ul style="list-style-type: none"> Mr. Pezdek directed that the Owner's Representative RFP be placed on hold pending progression of the Architect RFP process Architect RFP — Q&A and Review <ul style="list-style-type: none"> The committee reviewed the master Q&A document circulated to firms following the April 17th distribution and confirmed responses to outstanding technical questions submitted by prospective respondents Discussion focused on the evaluation framework that will be used to assess submissions, including the weighting of experience, references, and proposed approach Riverside Pre-K — Reimbursement and Enrollment <ul style="list-style-type: none"> Ms. Chiavaroli reported that the Board of Education continues to evaluate the addition of two Pre-K classrooms to the Riverside project, which could yield approximately \$5 million in additional state reimbursement under the new Pre-K reimbursement statute The committee discussed enrollment logistics. Consolidating Pre-K classes currently housed at Parkway into a Riverside location was noted as impractical given that the resulting bus commute for affected students would be approximately 30–40 minutes each way
6.00	New Matters	<ul style="list-style-type: none"> Renovation Strategy — Phased vs. Single-Build <ul style="list-style-type: none"> The committee discussed two broad construction strategies: a phased renovation executed in stages while the school remains occupied, versus a single-build approach in which the school is vacated and students are relocated to modular swing space for the duration of construction Trade-offs discussed included construction duration, total cost, educational disruption, and site logistics. The committee noted that the selected architect will be expected to evaluate both approaches as part of the scope defined in the RFP Project Timeline <ul style="list-style-type: none"> The committee reviewed the overall project timeline, noting that architect selection remains the critical path item and will drive subsequent design, permitting, and construction milestones Faculty Input <ul style="list-style-type: none"> The committee discussed the appropriate mechanism and timing for incorporating input from the Riverside School community—including faculty—into the programming and design phases, to be coordinated with Mr. Martin once an architect is on board Quarterly RTM Report <ul style="list-style-type: none"> Mr. Pezdek noted that a draft of the quarterly report to the RTM is near finalized and looked to Ms. Rabin and Ms. Downey for guidance on the submission process—both offered to help Community Engagement <ul style="list-style-type: none"> The committee discussed approaches to community engagement during the architect selection and early design phases, with the goal of keeping Riverside families and neighbors informed of project progress and opportunities for input
7.00	Adjournment	<ul style="list-style-type: none"> Motion to adjourn approved by unanimous consent at 8:13 AM ET